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For Dept. of Posts, Other Central Government Employees only.

MINISTRY OF COMMUNICATION
DEPARTMENT OF POSTS, INDIA
OFFFICE OF THE MANAGER, MAIL MOTOR SERVICE
No. 4, Basaveshwara Road, Vasanthanagar, Bengaluru-560001.

No.B-9/XI/Rect of Dvrs/DP/Dlgs/2025 **Date: 01.08.2026**

Subject: Filling of the Elven [11] vacancies in the Grade of Staff Car Drivers [Ordinary Grade] [General Central Services, Gr-C, Non- Gazetted, Non –Ministerial] in the Pay Level-2 **(Rs.19900-63200 in the pay matrix as per seventh CPC) +** Admissible Allowances at the office of the Manager, Mail Motor Service, Bengaluru-560001 on deputation /absorption basis in the Department of Posts failing which by Deputation / Absorption in other Ministries/Deputation or re-employment of Armed forces personnel –reg.
Details of vacancy are as under:-

Srl.No	Name of the Divisions	Total No. of vacancy
1	MMS, Bengaluru	10
2	MMS Sub Depot Mysuru	01
Total		**11**

Note: The vacancies and divisions notified are subject to change and the competent authority reserves rights to allot the division on the basis of merit list.

1. It is proposed to fill up the Eleven [11] vacancies of Staff Car Driver [Ordinary Grade], General Central Services, Gr-C, Non-Gazetted, Non–Ministerial, in the Pay Level-2 Rs.19900-63200 in the pay matrix as per 7th CPC + Admissible Allowances at the office of the Manager, Mail Motor Service, Bengaluru-560001, Department of Posts, Ministry of Communications on **deputation/Absorption** in the Department of Posts failing which by **Deputation/Absorption** from other Ministries. **(Serving eligible Govt. Employee only).**

2. **Eligibility Conditions:**

Deputation /Absorption of the officials in the Department of Posts.

From amongst the regular Dispatch Riders [Group-C] and MTS [Group-C] in the Pay Matrix Level-1 Rs.18000-56900 as per the Revised 7th Pay Commission [PB-1 5200-20200+Grade Pay-1800 under 6th CPC] in the Department of Posts who possess valid Driving License for driving Light and Heavy Motor vehicles on the basis of Driving test to assess the competence to drive Light and Heavy Motor vehicles.

Failing which by from officials holding the post of Dispatch Riders on regular basis or regular Group-C employees in the Pay Matrix Level-1 Rs.18000-56900 as per the Revised 7th Pay Commission [PB-1 5200-20200+Grade Pay-1800 under 6th CPC] in other Ministries of Central Government who fulfill the necessary qualifications as prescribed under:

[i] Possession of a valid Driving License for Driving Light and Heavy Motor vehicles.
[ii] Knowledge of Motor Mechanism [The candidate should be able remove minor defects in the vehicles].
[iii] Experience of Driving Light and Heavy Motor Vehicle for at least three years.
[iv] Pass in the 10th standard from a recognized Board or institute.

Desirable: Three years service as Home Guard or Civil Volunteers.

For Deputation or re-employment of Armed Forces personal: The Armed Forces personnel due to retire or who are to be transferred to reserve within period of one year and having the requisite experience and qualifications shall also be considered. Such persons would be given deputation terms up to the date on which they are due for release from the armed forces thereafter they may be continued on re-employment.

3. **Regulation of Pay and other terms of deputation /absorption:**

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The pay in Pay Level-2 (Rs.19900-63200) in Level Matrix as per 7th CPC. Admissible Allowances will be regularized as per existing rules.

4. **Age limit:**
The maximum age limit for appointment by **deputation /absorption** shall not be exceeding 56 years as on the closing date of receipt of the applications.

5. **Period of deputation:**
The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other department of the Central Government shall ordinarily not exceed three years.

6. **Reservations for SC/ST:**
No provisions for reservation exist for the posts to be filled up on **deputation/absorption** basis.

7. **Period of probation :**
Two years for the re-employed.

8. Application [in duplicate] only in the prescribed Proforma [Annexure –I] of the eligible candidates whose services can be spared immediately on selection together with the certificate from the forwarding Authority [In Proforma Annexure –II] may be sent to this office along with the following documents:
   i. Integrity Certificate.
   ii. List of major /minor penalties imposed if any, on the official during the last ten Years [if no penalty has been imposed a " NIL '' certificate should be enclosed]
   iii. Vigilance Clearance Certificate.
   iv. Attested photo copies of the APAR for the last five years [2020-2021 to 2024-2025] [Attested on each page by a Gazetted officer where ever applicable]
   v. Experience certificate for driving of LMV & HMV vehicle for three years attested by Gazt. Officer.
   vi. Valid driving license for driving the LMV and HMV attested by the Gazt. officer.
   vii. 10th standard certificate attested by the Gazt. officer.

9. The driving test and trade test will be carried out as per the pattern/syllabus prescribed vide Directorate letter No.F.No.08-01/2019-SPN-I dated 17.06.2022.

The required documents mentioned at the end of the Annexure-I shall be enclosed along with relevant Documents in support of qualification and experience, may be forwarded to **" The Manager, Mail Motor Service, Bengaluru-560001 through proper channel within 60 days from the date of publication of notification in Employment News (By Speed post only).**

Applications which are not forwarded through proper channel or those received without the requisite certificates and necessary documents as mentioned in Para.8 (I to VII) will not be entertained. Application without complete information **or** without requisite documents will be rejected straight way without any notice or information.

The candidates who apply for the posts will not be allowed to withdraw their candidature subsequently. The notification, Proforma for application (Annexure-I) and other terms and conditions are available on the **website: www.indiapost.gov.in. In case of any discrepancy, the English version of the notification shall be treated as final.**

-sd-
Manager(Gr-A),
Mail Motor Service.
Bengaluru-560001.
E-mail: mgrmmsbg@gmail.com/mmsbangalore.ka@indiapost.gov.in

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ANNEXURE-I

(Serving Eligible Govt. Employee Only)

Proforma for application for the post of Staff Car Driver[Ordinary Grade] on deputation /Absorption /re-employment basis in the O/o Manager, Mail Motor Service, Bengaluru-01/Karnataka Circle.

1	Name in capital letter (as per SSLC marks card)				
2	Date of birth [in Christian Era]. Age as **on 30.09.2026**	DD	MM	YYYY	Age
3	Date of retirement under Central Govt. Rules in the present serving Department.				
4	Educational qualifications [Enclose supporting documents duly authenticated by your signature]				
5	**i.** Do you hold analogous post on the regular basis in the present cadre or department or				
	ii. Do you possess three years regular service in the posts in the Pay Matrix Level-1 Rs.18000-56900 as per the revised seventh Pay Commission [PB-1 5200-20200+Grade Pay-1800 under 6th CPC] or equivalent.	Yes		No	
	iii. Do you possess a valid Driving License? if yes, enclose copy of LMV and HMV?	Yes		No	
	iv. Do you possess knowledge of Motor Mechanism?	Yes		No	
	v. Do you possess the experience of Driving Light and Heavy Motor Vehicles for at least three years, if yes enclose the relevant documents/Certificates.	Yes		No	
	vi. Do you possess a desirable qualifications, if yes, please provide the details of three years' service experience as Home Guard/Civil Volunteer.	Yes		No	

6 Details of employment in the chronological order [starting from the entry in Central Government Service]. Enclose a separate sheet, duly authenticated by your signature, if the space below is in sufficient.

Office/ Designation	Post held with the scale of pay	Period of service		Basic pay & pay scale[pre revised]	Basic pay [revised under 7th CPC] with PB & pay level in the pay matrix			Nature of appointment/ whether Regular /Adhoc deputation
		from	To					
1	2	3	4	5	6	7	8	9

7	Nature of present employment, i.e. ad-hoc or temporary or permanent	
8	In case the present employment is held on deputation please state	
	1. The date of initial appointment.	
	2. Period of appointment on deputation.	
	3. Name of the parent office/ organization to which belong to	

9 Are you in the revised scale of pay? If, yes give the date from which the revision took place and indicate the revised scale

Date	Pay scale [pre revised]	Basic pay [pre revised]	Date of revision of pay	Revised scale of pay under 7th CPC with PB and level in the pay matrix	Revised Basic pay

10	Total emoluments per month drawn at present	Rs.
11	Additional information if any which you would like to mention in support of your suitability for the post.[Enclose a separate sheet if space is insufficient]	
12	Full Postal address of forwarding authority with name and telephone no.	

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13	Whether belongs to SC/ST (Please tick whichever is applicable).	SC	ST
	Have you submitted the caste certificate with the application which may be verified at later stage. If found any omissions/false, candidature will be cancelled.	YES	NO
14	Remarks if any.		

I hereby declare that the information furnished above is True, valid and authentic to the best of knowledge. If noticed any false/deviation in the information, my candidature may be cancelled.

Date:
Place: **Signature of applicant and address**

Encl: List of documents attached with due self-attested

i) Age proof
ii) Educational qualification as indicated at Sl 4,
iii) Driving experience certificate as indicated at Sl.5(v),
iv) Driving Licence/Licence Extract indicated at 5(iii),
v) Appointment letter as indicated at Sl 5 (ii).
vi) Caste certificate if SC or ST as indicated at Sl No.13.

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ANNEXURE -II

[Certificate be furnished by the employer /Head of office/Forwarding authority]

1. Certified that particulars furnished by ----------are correct and he possess the requisite educational qualifications and experience mentioned in the vacancy circular.

2. Also certified that:
   a) There is no vigilance or disciplinary case either is pending /contemplated against Shri/Smt ----------
   b) His /Her integrity is certified.
   c) His/Her CR Dossier in original is enclosed /photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of undersecretary to the Govt. of India or above enclosed [wherever applicable].
   d) No major/minor penalty was been imposed on him /her during the last 10 years.
   e) A list of major/minor penalties imposed on him /her during the last 10 years is enclosed.

Signature	:
Name and designation	:
Telephone No	:
Fax No	:
Office seal	:

Place :

Date:

List of enclosure:
1.

2.

3.

4.

5.

[Strike out which is not applicable]